

## 6 PREFLIGHT STEPS TO SAVE YOU TIME AND MONEY

**PREFLIGHT** is the process of examining a design file for potential errors before sending it to print. Providing your printer with correct art cuts your production time, as there is no need for prepress to edit your work. Additionally, preflight is your best preventative measure to avoid prepress fees from being added to your final cost.

The following are key things to review before you deliver the project to your printer.



  
Adobe InDesign

  
Adobe Acrobat Pro

Preflight tools natively  
built into the application.  
click icons for instructions

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**BLEED**  
Check that all bleed extends past the edge of the page to the bleed box.

### COLOR

Check that all colors are converted to CMYK, or if required applied as Spot Colors. If your design prints 2-Color, only those colors should be in the file.



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**IMAGE QUALITY**  
Images should be at least 300dpi and using the correct color profile. Additionally, all images need to be linked or embedded.



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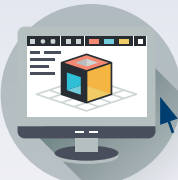
### FONTS

Fonts should be converted to outlines, or if you may require changes, you should provide the native font files to your printer.



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**OVERPRINTS & TRANSPARENCY**  
Alert your printer if you've utilized these design features as they may want to ensure all images are processed correctly.



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### YOUR PDF

Your file should be exported with Adobe PDF 1.4 or 1.5 to ensure accurately displayed images.



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